

# Welcome To



## ***Lamoine, Maine***

Updated May, 2012

# Welcome to Lamoine

## We're glad you've chosen to live in Lamoine!

This packet of information was put together by the Lamoine Town Office as a way to help welcome you to the community, and to let you know about various community functions, inside and outside the jurisdiction of town government. If you have any questions, please call the town office (667-2242), and we'll do our best to answer them. We hope your stay in Lamoine is a long one, and we look forward to serving you.

**Jennifer Kovacs, Town Clerk & Tax Collector**  
**Stu Marckoon, Administrative Assistant to the Selectmen**

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## *I. General Government*

The town of Lamoine was created by a Legislative act in 1870, splitting from the Town of Trenton. Another section of Lamoine, the Marlboro area, was added in the 1930's. That area was part of Hancock. Today, our town enjoys a strong relationship with both communities, and cooperates on a number of governmental matters.

### *Who Runs the Town?*

It may sound a bit funny, but the voters of Lamoine really do run the town. Our form of government is the town meeting. Voters elect one or two of the five Selectmen each year to carry out their wishes for the non-education side of the town government. Lamoine is part of Regional School Unit (RSU) 24 and has one member that sits on the RSU Board. The voters also elect one member of the board of assessors. The town meeting is held in mid March, and is called by the Board of Selectmen. The elected board terms all are 3-years in length and consist of the following:

<b>Selectmen</b>	<b>5 members</b>
<b>RSU 24 Representative</b>	<b>1 member</b>
<b>Assessors</b>	<b>3 members</b>

Besides selecting the elected representatives, the voters also decide on ordinance adoptions and changes at town meeting, and the budget with which the town government operates. The fiscal year of the town runs July 1 to June 30<sup>th</sup>, coinciding with the state government's fiscal year. The elected officials carry out the policies that the voters have approved at previous town meetings. Much of this work is carried out on a day-to-day basis by staff, hired by the elected officials.

### *What is the government structure?*

The RSU hires the Superintendent of Schools, who oversees the principal, the teachers and support staff at all the RSU Schools, including the Lamoine Consolidated School.

The Board of Selectmen appoints numerous individuals in many areas. There are two full time non-education employees. The Administrative Assistant performs many jobs. Besides being the secretary to the Selectmen and scheduling their meetings and corresponding on their behalf, the Administrative Assistant serves as the town treasurer, the general assistance administrator (welfare), deputy clerk, deputy tax collector, deputy registrar of voters and emergency management agency director. He works very closely with the Town Clerk and Tax Collector, the other full time employee.

The Selectmen also appoint the Code Enforcement Officer (CEO) and Local Plumbing Inspector (LPI). The jobs are many and varied, and the CEO/LPI is responsible for issuing building and plumbing permits for the various construction projects.

A Transfer Station manager is employed by the Selectmen to run the Lamoine Transfer Station and Recycling Center. The Selectmen appoint the fire chief, generally based on the recommendation of the separately chartered volunteer fire department. A Harbor Master is appointed by the Selectmen to oversee the issuance of moorings at Lamoine

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State Park. A Health Officer is also employed, but thankfully rarely needed to respond to health emergencies. The Selectmen appoint an Animal Control Officer to deal with complaints about dogs and wildlife. The Registrar of Voters is also appointed by the Selectmen to oversee the voter registration process and to be present at elections.

Besides the paid personnel, the Selectmen appoint volunteers to the various boards. The Planning Board has five full members and two alternates, and meets to carry out policy for the various ordinances, and to continually update the ordinances in place. The Board of Appeals has five full members and one alternate to handle appeals of decisions from the Planning Board and Code Enforcement Officer. The Budget Committee has five members and one alternate to review the annual town budgets and to make recommendations to the voters at town meeting. From time to time the town has other boards which are formed to make recommendations on special projects.

The town maintains an Internet Web Site at [www.lamoine-me.gov](http://www.lamoine-me.gov), and the current personnel list is posted there.

### *General Meeting Schedule*

**Board of Selectmen** – Meets the 1<sup>st</sup> and 3<sup>rd</sup> Thursday monthly (subject to change), 7:00 PM at the Town Hall. Special meetings are held from time to time. Consult the town hall for a schedule (667-2242)

**Local School Advisory Committee** – Meets the first Monday of each month at 7:00 PM at the Town Hall. Special meetings are held at other times. Consult the school office for a schedule (667-8578).

**Fire Department** – Meets weekly at the Lamoine Fire Station on Wednesday evenings at 7:00 PM. Contact Chief George “Skip” Smith for details (667-2532)

**Planning Board** – Meets the first Tuesday of each month at 7:00 PM at the Lamoine Town Hall. Special meetings are infrequent but can happen. Consult the Town Hall for a schedule.

**Board of Appeals** – Meets on an as needed basis. Consult with the town hall regarding meeting times.

**Budget Committee** – Meets starting in October, generally on Monday evenings, the schedule to be determined by the Committee. Consult the Town Hall for details.

**Board of Assessors** – Meets for working sessions the 1<sup>st</sup> Wednesday of each month at the Lamoine Town Hall at 7:00 PM and as needed over the course of a year.

**Conservation Commission** – Meets the 2<sup>nd</sup> Wednesday of each month at the Town Hall at 7:00 PM

**Parks Commission** – Meets the 3<sup>rd</sup> Tuesday of the month, and for work sessions. Consult the town office for the schedule

## *Town Office Hours*

The Lamoine Town office is open Monday – Wednesday 9am to 4pm, Thursdays 9am to 6pm, Fridays 8am to 4pm and the first and last Saturdays of the month from 8am-Noon (holiday weekends sometimes excluded)

The Code Enforcement Officer holds regular office hours on Tuesdays from 10am to Noon and by appointment.

## *II. Automobile Registrations*

### **General Overview**

There are approximately 800 different ways to register a car in Maine, but all the various methods have a few things in common, and the registration process begins at the town office. There are some registrations we can process all the way through, and others where we'll simply collect the excise tax due on the vehicle and the remainder of the transaction has to be completed at the Bureau of Motor Vehicles office in Ellsworth.

For a re-registration process, the following are vital and must be with you before you can complete your registration:

- 1. Written proof of Maine Insurance (in effect at time of registration)**
- 2. The current (accurate) reading on your vehicle's odometer**

For a limited new registration, the following criteria must apply:

- 1. The vehicle being registered for the first time must have been sold to you by a licensed Maine dealer.**
- 2. You must have a license plate available that was on another car registered to you that you can use on the new vehicle.**

In addition to the proof of insurance and accurate odometer reading, you will need the following items for a limited new registration:

- 1. Application for title filled out by the Maine Car Dealer**
- 2. The Green Sales Tax form filled out by the dealer and signed by you.**
- 3. A copy of your old registration, showing proof the plates being placed on the new vehicle belong to you**

## *What will it cost to register my car?*

There are 3 components of the car registration cost that we collect at the Town Office. There may be more (title application fee, sales tax) at the Bureau of Motor Vehicles Office. Below are brief explanations of each component.

### **Excise Tax**

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Maine communities are obligated to collect excise tax on all motor vehicles using the public roads. This is essentially a property tax on cars and trucks, but is figured a little differently than your property tax. The tax collector must determine the original sticker value (MSRP) of your vehicle. If it's a brand new vehicle being registered, you are required by law to supply the tax collector with the Munroney Sticker (window sticker) given to you by the car dealer. This sets the basis for the excise tax collection. On used cars, the Tax Collector will look up the original MSRP in a book here at the town office. There is a sliding scale for the tax applied to the vehicle, starting at 24 mills for a current year vehicle, down to the lowest rate of 4 mills for a vehicle 6 years old and older. The excise tax is retained by the town, and is a major part of the funding for town services. Generally the excise tax is deductible from your federal income tax form, much like the property tax.

### **Registration Fee**

This town sends this fee to the State of Maine every two weeks. For a normal passenger vehicle, the fee is \$35. If you wish to have a specialty plate there are other fees associated with them, too numerous to put here. If you have a commercial vehicle weighing over 9,000 pounds there is a chart of fees available to you to determine what the fee will be.

### **Agent Fee**

This is a processing fee retained by the town for doing your vehicle registration in the town office. For a normal re-registration, the agent fee is \$2. For a limited new registration, the agent fee is \$4. If you are paying an agent fee, that means you do not need to go to the motor vehicle office to complete the registration.

Unfortunately, there is no place on the vehicle registration form to show the total amount paid for the registration. But if you add the registration fee, the excise tax, and the agent fee, you will come up with the total you paid to register the car.

## ***First Time Registrations***

As mentioned earlier, there are many registrations we cannot process at the town office. A first time registration in a private sale, or where there is no plate available makes up the bulk of those we are not authorized to perform. You still would come to the town office first to pay the excise tax, and we will supply you with the title application (for all cars 15 years old and newer), and a sales tax form to bring with you to the Bureau of Motor Vehicles Office. The office on Church Street in Ellsworth is open Monday through Friday from 9AM to 5PM.

## ***Re-registrations***

The town office is glad to process re-registrations on any Maine registered motor vehicle. If you are moving here from another Maine community, please bring in your current registration so we may have all the information handy to make out your new registration. You will receive the expiration date stickers as you would in any community

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upon completion of the registration process. The town also participates in the Rapid Renewal program which allows vehicle registrations to be renewed on-line. Visit the town's website and click on the Rapid Renewal link to access this service.

### *For how long is my registration in effect?*

Maine automobile registrations are valid for one year. The month of expiration stays constant with the vehicle as long as it is registered in your name, unless it is out of registration for over a year. If your vehicle's registration expires in July 2009, and you come in to re-register in August 2009, the new expiration will still be July 2009. If, however, you forgot to register for an entire year, and you come in August 2010, the new expiration would be August 2011.

### *Trailers*

The exception to the one-year registration rule is a trailer. Normally, trailers do not require that you pay excise tax, and all non-excise trailers expire in February. Only camper trailers where a person could conceivably live, pay an excise tax. If excise tax is not required, you may register a trailer in Maine for up to 2-years. Proof of Insurance is not required for trailers, as it's presumed the vehicle pulling the trailer is insured.

### *Other Vehicles*

As mentioned above, there are numerous types of vehicles that require registration. They range from motorcycles, to big trucks, dune buggies to well-drilling rigs. Basically, if it travels over a state or local road, it requires registration. The information above pertains to typical passenger cars and trucks. For other vehicles, please consult the town office or Bureau of Motor Vehicles for further information.

### *Registration by Mail*

If you travel south for the winter and the registration expires while you are away, we can process the re-registration by mail. Call the town office to find out the cost and the materials we need and give yourself plenty of time. Rapid renewal through the Internet is much faster. Go to the town website ([www.lamoine-me.gov](http://www.lamoine-me.gov)) and click on Rapid renewal.

### *What if I forget my insurance card?*

No problem. We have a fax machine at the town office, and the local insurance companies are very good about faxing over your proof of insurance. There is a 25-cent charge for that. Big national insurance companies, though, can take a very long time to fax it over, so beware. The fax number at the town office is 667-2242.



### *III. Property Taxes*

The major revenue source for the town government in Lamoine is the tax assessed to property in town. There are some important things you should know.

#### *A. Assessment Date*

All taxes are assessed to the person who owns the property as of April 1<sup>st</sup> of any given year. If you purchased a piece of property on April 2<sup>nd</sup>, the tax bill will still be made out to the person you purchased the property from, because they are the owner of record as of April 1<sup>st</sup>. The tax collector strives to send a duplicate of the tax bill to the new owners when the bills go out.

The tax assessment attempts to be the fair market value of the property. There is a great deal of math and science that goes into the determination of the assessment value. You should contact a member of the Board of Assessors if you would like an explanation.

Lamoine's last revaluation was performed in 1993. As a rule of thumb, the town is revalued approximately every ten years, though there is no law that requires that.

#### *B. Property Cards*

If you've ever wondered what the town has for an assessed value on your property, you are welcome to look at the valuation records on file in the town office. Each property has a card in the file which carries the valuation of the land, the buildings, and a great deal of other information as to how the property value was determined.

#### *C. Personal Property*

Besides land and buildings, some equipment and materials used to produce income are taxed in all Maine communities. This is called personal property, and it is taxed on the value supplied by the owners to the tax assessors. If you think you have such taxable property, you should contact an assessor. Owners of personal property are required by law to notify the assessors by April 1<sup>st</sup> of each year.

### ***D. Exemptions to Property Tax***

The Maine Legislature has established several programs to provide exemptions to property tax. This is accomplished by reducing the valuation of the property in question by a set amount. The following exemptions are available to taxpayers who meet the criteria:

<b>Exemption Type</b>	<b>Typical Valuation Reduction</b>
Homestead	\$10,000
Veteran's	\$6,000
Veteran's Widow	\$6,000
Blind Taxpayer	\$4,000
Tree Growth	Based on formula
Farmland	Based on formula
Religious Institution	Variable
Cemeteries	Full valuation
Government Property	Full valuation
Non-Profit Organizations	Dependent, see assessors
Conservation Easements	Based on formula

### ***E. Tax Payment Due Date***

Taxes are due in two installments. Beginning in 2010, the first installment is due August 31<sup>st</sup> with interest accumulating on the unpaid first half amount beginning on September 1<sup>st</sup>. The second installment is due on February 28<sup>th</sup> with interest accumulating on the 2<sup>nd</sup> half installment beginning on March 1<sup>st</sup>.

### ***F. Tax Liens***

Those taxes unpaid at least 8 months after the assessors send their tax commitment to the tax collector are subject to a tax lien. This is a filing made at the Hancock County Registry of Deeds which puts a claim on a piece of property. Before a lien is placed on a property, the tax collector provides a 30-day notice of lien to the taxpayer. If the bill is not paid within that 30-day period, a lien will be placed on a property.

The taxpayer has 18 months to pay the tax lien in full. If, 18 months after the lien filing, the lien is not paid, the property may become owned by the town, and may be auctioned by the town under the automatic municipal foreclosure process. If you would like more information on the process, please contact the municipal treasurer.

## *IV. Solid Waste*

The Town of Lamoine owns and operates a transfer station and recycling center. It is located at 212 Lamoine Beach Road (Route 184). A flyer explaining how to recycle is included in this packet.

### *Hours*

The transfer station is open on Fridays and Saturdays year round. From May to October the Friday and Saturday open hours are 8:00 AM to 5:00 PM. Between November and April, the open hours on Friday are reduced to 12:00 Noon to 5:00 PM.

Commercial trash haulers (those who pick up for a fee from in-town residents) are required to obtain a permit from the Selectmen. They have a special set of guidelines to follow which are available from the town office. If you wish to have your trash picked up from a commercial hauler, we suggest you consult the yellow pages or call the town office to find which haulers currently use the transfer station.

### *Where Does the Trash/Recycling Go?*

The normal household trash is shipped each week to the Penobscot Energy Recovery Company in Orrington. There it is burned and converted to electricity. It costs the town approximately \$75/ton just to burn the trash. The transportation from Lamoine to Orrington is not figured into that fee.

Recyclable materials are collected under a contract with Pine Tree Waste of Bangor. The recycling is generally shipped to Coastal Recycling in Hancock to be included in the Maine Resource Recovery Association material which is resold to various vendors.

Hazardous Waste and bulky items are not collected at the transfer station and may not be left.

### *Bulky Waste/Demolition Debris*

**Construction** debris and big items like mattresses, furniture and other goods cannot be accepted at the transfer station. A company called Ellsworth Demo Disposal accepts such waste from Lamoine residents for a fee. Their phone number is 667-4333 and they are located at the end of the Vittum Road in Ellsworth. They're open Monday through Saturday 8am to 4pm.

**Tires** without rims are accepted at the transfer station. They must be placed in a dumpster, limit one per dumpster. Tires with rims cannot be accepted.

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**Metals & Appliances** are no longer accepted at the transfer station. You may dispose of such material with a bulky waste permit from the Town Office at the Ellsworth Transfer Station, or at Coastal Recycling in Hancock without a permit. See the guidelines above.

**Universal Waste** – Items containing mercury such as fluorescent light bulbs, televisions, computer monitors and the like are not accepted at the Lamoine Transfer Station. Coastal Recycling is able to accept such items for a fee.

**Hazardous Waste** – The town participates in an annual hazardous waste collection with other members of the MDI League of Towns. Please consult the town's website for the date (usually in late summer or early fall). A permit is needed and available from the town office.

## Recycling Information

# Lamoine Recycling Guidelines

Revised July, 2002

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***Please place all trash in bags!***

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Changes in recycling markets occur, and we've had to stop accepting #1 plastics as of October 1, 1999. To keep our recycling materials acceptable for market, please follow these new guidelines for recycling. If you have questions, please ask the attendant.

**Plastics**  
#2 only — Place in blue bins in front of dump-



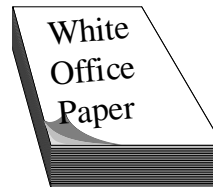
#2 Only (Milk Jugs & Laundry Detergent containers). **No oil containers or food containers please! Remove Caps! Please rinse containers. NO OTHER NUMBERS!**



**Newspaper**  
Place in big bin outside. Remove bundling strings



Also magazines, Catalogs, & Phone Books! **No manila envelopes or file folders, no junk mail or envelopes and no plastics.**



Place in blue bins beside recycling building. **Please remove plastics and staples**

**Clear Glass**  
Place in big bin outside



Please rinse and discard metal or plastic lids. **No automotive or window glass! We can no longer accept colored glass.**

**Cardboard**  
Place in dumpsters outside swap shop building.



Please break down boxes so they are flat. Cut the cardboard so it's no bigger than 3' x 3'. **Remember to remove all Styrofoam and packing materials.**

**Tin Cans**  
Place in properly marked big bin outside



Please rinse the cans. **No Aluminum foil or aluminum pie plate type material please. NO PAINT CANS!**

It's OK to leave the labels intact.

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## Swap Shop

If you are taking or leaving an item in the swap shop, please check with the attendant so we can record it's estimated weight for recycling purposes. **No clothing can be accepted in the swap shop!**

## V. Boats

### A. Registration

All boats with motors must be registered in the State of Maine, though there are a few exemptions. The registration process is done at the Town Office. If you are registering your boat for the first time, you need to bring the following information:

- ☐ Bill of Sale
- ☐ Sales Tax Form (if dealer sale)
- ☐ Any other documents providing good identification of the boat.

First time registrants will be charged sales tax (currently 5%) on the sale price of the boat. If the boat was previously registered in Maine, the registration number stays with the boat. If this is a brand new boat or a boat previously registered in another state, you will be assigned a new registration number and a registration sticker at the time of registration. Lamoine participates in the Maine On-Line Sportsman Electronic System (MOSES).

Boats are also charged an excise tax based on the length, horsepower of the motor, and age of the boat. The tax collector has a chart used to determine the excise tax. All boats operating in fresh water are required to display an aquatic plant sticker which is now part of the registration sticker. The cost is \$10.00

The registration fee the town forwards to the state of Maine is based on the horsepower of the motor.

Re-registration of boats is a very simple process. You can do this at the town office, and the old registration is no longer necessary. You can also re-register on line - **All boat registrations expire on December 31<sup>st</sup>.**

### B. Moorings

The Town of Lamoine has a small harbor area designated in front of Lamoine State Park. Moorings are currently sold out, but the Harbor Master maintains a waiting list and assigns mooring space in the harbor on a first come/first served basis, with preference given to Lamoine residents.

Mooring permits cost \$50/year with a \$15/application fee to be placed on the waiting list. You should contact the Harbor Master or the Town Office for an application, which is also available from the town's website.

## VI. ATV's & Snowmobiles

ATV's (4-wheelers) and snowmobile registration is done at the Town Office. Both have expiration dates of June 30<sup>th</sup> annually. The first registration is identical to the Boat Registration process in that you must bring the following:

- ☐ Bill of Sale

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- ❑ Sales Tax Form (if dealer sale)
- ❑ Any other documents providing good identification of the vehicle.

The re-registration process is exactly the same as the boat process, except that on-line re-registration is not available. Registration fees are set by the department of Inland Fisheries & Wildlife.

## *VII. Hunting & Fishing Licenses*

Maine has numerous hunting and fishing options for residents. The Town Office sells resident licenses during business hours. Anyone over 16 who engages in hunting or fishing is required to hold an adult license. A junior hunting license is required at age 10. Proof of hunter safety course completion is required for the first hunting and archery licenses.

In addition to license sales, the town office usually has a pretty good supply of regulation books for hunting and fishing.

Lamoine participates in the Maine On-Line Sportsmen's Electronic System (MOSES) and can sell both resident and non-resident licenses.

## *VIII. Public Safety*

### *A. Lamoine Volunteer Fire Department (Emergency 9-1-1)*

Since 1948, the Town of Lamoine has received fire protection from the Lamoine Volunteer Fire Department. It is a dedicated organization of approximately 35 men and women from Lamoine and surrounding towns, highly trained in fire suppression, property protection, and cold water rescue. **The emergency number for the fire department is 9-1-1.**

The Fire Department is funded partly by tax dollars, and the organization itself is separately chartered and holds many fund raisers during the year. New members are always welcomed. The department meets weekly at the fire station at 43 Lamoine Beach Road (next to the school) on Wednesday evenings at 7:00 PM. If you are interested in joining, contact Chief Skip Smith, or any firefighter.

### *B. Burning Permits*

The State of Maine requires that any outdoor, open burning be permitted by a local fire warden. Permits to burn in Lamoine are available from the Town Office, or Fire Chief Skip Smith (667-2532). There are times that severe burning restrictions are in place due to dangerous fire conditions. Generally, burning should be done after 5:00 PM when there are more firefighters in town and the wind tends to calm down.

### *C. The Fleet*

The town has a modern fleet of fire apparatus, including a 2005 International Rescue/Pumper, a 1995 International Pumper, a 1989 International Tanker, and a 2009 Brush/Utility truck. Additionally, there are two utility trailers for various purposes, and a Zodiac rescue boat and trailer.

We have automatic mutual aid agreements with the towns of Hancock, Trenton and City of Ellsworth in case more equipment or manpower is needed at a fire scene. The town currently is rated at a protection level of 6 by ISO, which should provide a reduction in home and business fire insurance premiums. Consult with your insurance agent to make sure they know the ISO rating.

### *D. Ambulance Service (Emergency Number 9-1-1)*

County Ambulance of Ellsworth provides 24 hour a day ambulance service to Lamoine residents. There is a charge for their service. The town does not provide ambulance service, but maintains a contract with County Ambulance to guarantee staffing and response. The fire department can perform some basic first aid functions and CPR if needed.



### ***E. Police Agencies (Emergency Number 9-1-1)***

Lamoine does not have a police department, but is covered by the Hancock County Sheriff's Department and the Maine State Police. The two agencies take turns on coverage, but a call to the Sheriff's Department is sufficient to have help dispatched from the correct agency.

**Enhanced 9-1-1** service was implemented in Hancock County in 2002. If you dial 9-1-1, the call is answered at the Hancock County Regional Communications Center in Ellsworth (RCC), and forwarded to the proper agency. The RCC is the dispatcher for the Sheriff's department and the Fire Department.

### ***F. Concealed Weapons Permits***

The Town of Lamoine does not issue permits to carry a concealed weapon. That is handled by the Maine State Police Licensing Division. To obtain an application, write to them at 164 State House Station, Augusta, ME 04333. The State Police do ask the Selectmen for any background information on the applicants, and this information is discussed privately among the Selectmen.

## ***IX. Vital Statistics***

The Lamoine Town Clerk is in charge of issuing marriage licenses, and maintaining the file of Birth, Death, and Marriage records. They are all filed at the Town Office in the vault, and available for inspection and copies during business hours. Due to confidentiality issues, you must now fill out an application to determine eligibility to obtain vital records.

Certified copies of vital records cost \$15 for the first copy, and \$6 for each additional copy made at the time of the request. Fees are set by the State of Maine.

### ***Birth Certificates***

A copy of the official birth certificate is sent from the hospital to the Lamoine Town Office and to the State Office of Vital Statistics. Home births are required to be filed with the Town Office and State of Maine. Information regarding the marital status of the mother and paternity of the child may be confidential, and ordered sealed by courts. This information may only be revealed by court order.

### ***Death Certificates***

Death certificates are filed by the appropriate funeral director with the town, and a copy filed with the State of Maine Department of Human Services. These records are increasingly being filed electronically through a statewide system. Certain parts of death records are confidential by law, available only to immediate family members. Check with the clerk for clarification.

### *Marriage Licenses*

This is the most common vital statistic record generated by the town office. A couple planning to marry must obtain the license prior to the wedding. A 3 day waiting period is no longer required. The license is good for 90-days.

For folks previously married, you must provide the Town Clerk with a copy of the divorce decree, annulment, or death certificate showing when the previous marriage was ended.

Couples must sign for the license at the Town Office when filling out the application and when picking it up. This can be accomplished on the same visit. The license costs \$40 each. It must be presented to the officiant of the marriage ceremony who must complete the pertinent information **in black ink only!**

Once the marriage ceremony is done, it is up to the officiant to return the completed license to the town office. Newly married couples may obtain a certified copy of the marriage certificate at the Town Office after it is filed.

There are many rules pertaining to marriage licenses and the Town Clerk can help with your questions.

### *Voter Registration*

To register to vote in Lamoine, you must be 18 years old and a resident of the town. You may register at the town office, with the Registrar of Voters, at the Bureau of Motor Vehicles, or on the next Election Day. You may not be registered in two communities at the same time. You may choose from a valid political party (Republican, Democrat, or Green Independent) to participate in primary elections, but all Lamoine voters may participate in Town Meeting votes. Lamoine utilizes the state's Centralized Voter Registration System. When registering, please provide a photo ID and proof of residency.

### *X. Where Am I?*

The road naming process in Lamoine means a constantly changing map. We have a current, homemade street map in the town hall that is updated each time a new road is added or a street name changes (and that is infrequent). We encourage you to ask for a map.

Each time there is a change, the town notifies the state GIS office which updates the official maps. Eventually new roads migrate through this system onto GPS databases. If you get lost or just want some simple directions, you may call the town office or look for the official street map on the town's website.

## ***XI. The Permit Process***

This pamphlet was prepared to acquaint you with the steps necessary to obtain permits from the Town of Lamoine for various land uses. These land uses and permit authority are listed on the back pages of this pamphlet. Land Use permits are issued by either the Planning Board (PB) or the Code Enforcement Officer (CEO) depending on the specific land use and the district involved.

Lamoine is presently divided in several districts under two different ordinances. In the Shoreland area there is the Resource Protection District, the Limited Residential District, the Limited Commercial District and the Commercial Fisheries/Maritime Activities District. Additionally, the shoreline is classified as to various flood zones as outlined by the Federal Emergency Management Agency. Away from the shore, the rest of the community is divided into the Residential Zone, the Development Zone, and the Rural and Agricultural Zone. You should consult the official zoning maps at the Lamoine Town Hall to determine where the piece of property you are interested in lies within the various zones.

In addition to the various land use permits, you will need a plumbing permit issued by the local plumbing inspector, and a building permit issued by the Code Enforcement Officer/Building Inspector. The following pages give examples for the permit process as applied to a residence in the Shoreland Zone (Limited Residential), and a residence in the Rural/Agricultural Zone.

***This pamphlet does not cover permits required by the State of Maine***

## Welcome to Lamoine

*Disclaimer: This document is NOT an ordinance. It is the landowner's/developer's responsibility to consult the various town ordinances and obtain ALL necessary permits before commencement of the project.*

All of Lamoine's various ordinances are posted on the town's website ([www.lamoine-me.gov](http://www.lamoine-me.gov)). Copies of the more common ordinances are available for sale at the Lamoine Town Office. We encourage you to check the website for the most up to date regulations.

### **Do You Need a Building Permit?**

If your project is larger than 100 square feet (a 10-foot by 10-foot square), or if it involves an addition, remodeling, renovation, or replacement, the answer is probably "Yes". Check with the CEO to be sure. You can get a permit application at the Lamoine Town Hall.

If you are in the Shoreland Zone, in or near a Resource Protection area, in the Floodplain, or in or near a wetlands area you should check with the CEO even if your project is smaller than 100 square feet. Many activities are regulated in these areas that are not regulated elsewhere. The Shoreland Zone extends 250 feet from the normal high-water mark. (The "normal high-water mark" is actually the highest point to which the water reaches during the year). Resource Protection Zones are marked on the town zoning map, which can be viewed at the Town Hall. The Floodplain is defined on the FIRM maps produced by the Federal Emergency Management Agency (FEMA) and are also located at the Town Hall.

For information on wetlands, consult the Maine Department of Environmental Protection (941-4570), the US Army Corps of Engineers (623-8367) or wetlands delineators. The CEO may be able to advise you about your need for such a consultation. The DEP also issues permits for excavation or filling work within 100 feet of a wetland or water body. A permit by rule, as this is called, is usually all that's needed. You can obtain one of these easily by filling out the form provided by the DEP, enclosing a photograph, paying a permit fee, and mailing these to the local DEP office in Bangor.

For your own protection and information, you should always get and read any ordinances that govern your project. If you have questions about parts of the ordinances, the CEO can help answer your questions.

### **What Other Permits Do You Need?**

You may need other permits based on the kind of project you are planning and on where you are building it. They can include any or all of the following:

- ☐ Plumbing Permit for Septic System
- ☐ Plumbing Permit for Internal Plumbing Work
- ☐ Flood Hazard Development Permit
- ☐ Shoreland Zoning Permit
- ☐ Road Opening Permit (either local or state)
- ☐ Subdivision Approval from the Planning Board

### ***Frequently Asked Questions***

#### **Who do I call first?**

The Code Enforcement Officer (CEO) can answer questions about how the ordinances of Lamoine affect your project. The CEO can help determine whether your project, as planned, will meet the requirements of the ordinance(s). The CEO can confirm some measurements, although many measurements must be made by licensed professionals.

The CEO cannot make determinations about distances when the measurement is close to the limit. For example, if you wish to place a structure exactly outside the floodplain, the CEO cannot make that determination for you. You must have a Maine Professional Land Surveyor make a determination of that kind. Another example involves wetlands. To get a determination you will need to utilize a wetlands delineator at your own expense.

The CEO is also the Local Plumbing Inspector (LPI) and Building Inspector (BI) in Lamoine. The CEO is responsible for inspecting your project to be sure it meets the standards set out in Lamoine's ordinances. When you get your permit, you should know you are giving permission for the CEO to inspect at reasonable times of the day during construction of the project. Although there may be specific points at which the CEO should inspect the project, the CEO may choose to inspect at other points as well. It is imperative to keep the CEO informed of any changes to your project. The CEO can then let you know if the changes will conflict with any part of the town's ordinances.

In Lamoine, the CEO is not responsible for electrical inspections. You should be aware that the electric utility company is not allowed to attach power lines until the wiring is certified by a Master Electrician (at your expense).

The LPI is responsible for being sure that acceptable waste disposal is planned for your project. (If you are building a storage shed, you don't have to worry about a septic system, unless you plan to have a bathroom in the shed). A building permit cannot be issued for a residential, commercial or industrial project which will have pressurized water unless you have:

1. A septic system permit issued by the LPI; or
2. A properly documented and working septic system that will handle the total wastewater flow from your completed project.
3. Alternate septic disposal systems are allowed with a state permit obtained through the LPI

Depending on what your project is, and where you are building, you may also need other permits before your building permit can be issued. Different permits are explained later in this pamphlet.

### What are Plumbing Permits?

There are two kinds of plumbing permits which are commonly issued. One has to do with septic systems, the other is an internal plumbing permit. It is likely you will need both, but that is not always the case.

One important fact to know is that plumbing is not required by any State of Maine statute. If you have no plumbing fixtures (such as a toilet, sink or shower) and you have no pressurized water in the structure, you do not need a plumbing permit. If you plan to live in the structure, you must provide for safe disposal of your wastes in accordance with State of Maine statutes and rules. You are allowed to have a primitive system (outhouse) and a gray-water system for hand-carried water if you choose. This simpler system must be designed by a licensed site evaluator. You will need a permit as described below.

A septic system permit allows you to install a septic system to handle your building's wastewater disposal needs. In order to get a septic system permit, you must have three copies of a valid application form (HHE-200) prepared by a licensed site evaluator. The LPI for Lamoine will examine your application and issue the permit upon payment of a fee. When your septic system is installed, it must go *exactly* where the plans show it should go. The LPI will inspect the system to make sure it is properly installed, as planned by the site evaluator, and that all materials meet minimum standards and current codes.

A septic permit may be issued to install a completely new system or to replace an old, failing system. The septic system includes both the septic tank and the leach field. In some cases, only one or the other of these needs replacement. Permit fees differ according to what is being installed.

An internal plumbing permit allows you to put plumbing into a structure, to move or replace pipes, or to hook up a mobile home, or other manufactured home, or other building moved onto your property to your septic system. A hook-up permit is needed whatever the age of the home or of the septic system. There is a specific hook-up fee. Otherwise, the permit fee is based on the number of fixtures you will have. Note the Plumbing Code requires that a used mobile home, used manufactured home, or moved stick-built home must be treated as if it were a new stick-built home in issuing a permit, with a per-fixture fee charged. A fixture is any point in the house where water is available for use, such as sinks, toilets, tubs, clothes washers, hot water heaters, outside faucets (sillcocks), water treatment systems and other items. Again, the LPI issues internal plumbing permits and inspect the work to see that it meets current state codes.

### What is the Flood Hazard Development Permit?

If your building site is in the Floodplain, as shown on the FEMA maps (available at the Town Hall), you need a Flood Hazard Development Permit. In most cases, building cannot be done in a flood zone. However, if your planned site is above the Base Flood Elevation, you may be able to build your project. A Maine Professional Land Surveyor must certify in writing that the building site is not in a flood zone because the site is above the Base Flood Elevation. Alternatively, you can build outside the Flood Hazard Zone shown on the FEMA maps after a Maine Professional Land Surveyor has staked out the Zone's Boundaries.

## **Welcome to Lamoine**

In Lamoine, the CEO and/or the Planning Board must approve a Flood Hazard Development Permit. The Floodplain Management Ordinance lists the requirements of the Flood Hazard Development Permit. Be sure to consult Article III of the Ordinance so your application will be complete. Notice that a Maine Professional Land Surveyor must certify that the elevations on the application are accurate.

The CEO will review your permit application with you and is available to help answer any questions you might have. It is your responsibility to talk to a qualified professional such as a lawyer or surveyor. The CEO cannot make determinations about the accuracy of elevations or similar specific details for you, since that would present a conflict of interest.

### **When Do You Need A Shoreland Permit?**

If you are building in the Shoreland Zone (which is within 250 feet of normal high-water), you will need a Shoreland Permit. In Lamoine, the required setback from normal high-water is 100 feet. You should plan to have a surveyor establish and stake out the setback distance. Before you begin work, the CEO is required to confirm the setback distance. In the case of an existing building which is less than the required 100 foot setback, expansions of the structure are limited to 30% of the existing floor area.

Consult the official zoning map at the Town Hall.

### **When Do You Need a Road Entrance Permit?**

Before a driveway can attach to a state highway or local publicly maintained road, you need an entrance permit. In the case of a state maintained highway, this permit is obtained from the Maine Department of Transportation (941-4500) in Bangor. A local entrance permit for the town maintained roads is to be obtained from the Lamoine Road Commissioner or CEO at the Town Hall. Approval of the construction permit is contingent on obtaining such permits.

### **What about Multi-Family Structures?**

The Lamoine Planning Board must approve and issue permits for any multi-family structure which will house three or more families (including apartments, grouped homes, row houses). Often, a multi-family home must be considered a subdivision and be approved as such under the Building and Land Use Ordinance. The CEO can help with some questions. Some multi-family projects may need review and permitting by the Maine State Fire Marshal's Office. ADA and MHRA requirements may apply.

### **How are Commercial and Industrial Establishments Permitted?**

Most commercial or industrial establishments must be approved by the Planning Board. The CEO can help you with any questions.

Many Commercial/Industrial projects also need review and permitting by the State Fire Marshal's Office. ADA and MHRA requirements may also apply.

## Welcome to Lamoine

### Where can I get more help?

Agency	Address	Telephone
Maine Department of Transportation	PO Box 539-High Street Ellsworth, ME 04605	667-5556
State of Maine Electrician's Examining Board	35 State House Station Augusta, ME 04333-0035	582-8723
Maine Dept. of Environmental Protection	106 Hogan Road Bangor, ME 04401	941-4570
State Fire Marshal's Office	317 State Street Augusta, ME 04333-0052	287-3473
US Army Corps of Engineers	RR5 Box 1855 Augusta, ME 04330	623-8367 623-8124
US Army Corps of Engineers (NE)	424 Trapello Rd. Waltham, MA 02254-9149	1-800-343-4789
New England Disability and Technical Assistance Center	145 Newbury Street Portland, ME 04101	1-800-949-4232
Alpha One	41 Acme Rd. Brewer, ME 04412	1-800-300-6016 989-6016
Maine Human Rights Commission	51 State House Station Augusta, ME 04333-0051	624-6050 624-6064(TDD)
Code Enforcement Officer	c/o Lamoine Town Hall	667-2242
Lamoine Town Hall	606 Douglas Hwy Lamoine, ME 04605	667-2242
Road Commissioner	c/o Town Hall	667-2242

## *PERMIT PROCESS FOR A RESIDENCE*

The Code Enforcement Officer, and Plumbing Inspector are responsible for the necessary permits.

1. A sewage system permit from the Plumbing Inspector must precede a building permit application. The Plumbing Inspector will require three copies of the system application prepared by a licensed site evaluator.
2. A construction permit application is available at the Town Hall or from the CEO. Two copies should be completed by the applicant or the applicant's agent.
3. Permits are required for new structures, additions, and alterations.

The Land Uses for the various zones are outlined on the next page. If your property is within the Shoreland Zone, please consult page 12 for information on the Shoreland Zoning Ordinance.



# Welcome to Lamoine

**Table of Land Uses**

Land Use Descriptions (please consult the town's website for the most up to date list)	Residen-tial Zone (RZ)	Develop-ent Zone (DZ)	Rural & Ag Zone (RAZ)
1. Campgrounds & Travel Trailer Parks	N	PB	PB
2. Car Washing Establishments	N	PB	PB
3. Church, School, Library, or Public Buildings	N	PB	PB
4. Clinic or Office, Medical, Health, or Psychiatric	N	PB	PB
5. Cluster Housing	PB	PB	PB
6. Commercial - General	N	PB	PB
7. Commercial - Recreation	N	PB	PB
8. Dwelling - Single Family	CEO	CEO	CEO
9. Dwelling - Two Family	CEO	CEO	CEO
10. Dwelling - Multi Family	PB	PB	PB
11. Dwelling - Accessory Units	CEO	CEO	CEO
12. Home Occupations	PB	PB	PB
13. Industries - Assembling & Manufacturing Goods & Products	N	PB	N
14. Industries & Business - Assembling & Manufacturing Products Related to the Secondary Processing of Wood/Marine Products	N	PB	PB
15. Mineral Exploration <sup>2</sup>	PB	PB	PB
16. Mobile Home Parks <sup>1</sup>	N	N	PB
17. Motels, Hotels	N	PB	PB
18. Nurseries & Garden Centers	N	PB	PB
19. Nursing Homes, Congregate Care	N	PB	PB
20. Other Uses Similar to Those Requiring Planning Board Review	PB	PB	PB
21. Petroleum Storage, and Distillation Facilities	N	N	N
22. Quarries	N	PB	N
23. Restaurants	N	PB	PB
24. Retail Business, Business & Professional Offices	N	PB	PB
25. Salvage Yards, Junkyards, Scrap Metal Processing	N	PB	N
26. Sand/Gravel Pits, Etc. <sup>2</sup>	N	PB	PB
27. Service Stations, Vehicle	N	PB	N
28. Shops: Automobile Repair	N	PB	PB
29. Shops: Plumbing; Electrical; Carpentry	N	PB	PB
30. Signs	CEO	CEO	CEO
31. Small Lodging & Tourist Bed & Breakfast (5 Rooms or Less for Rent)	PB	PB	PB
32. Stand, Produce, Fruit & Vegetables	CEO	CEO	CEO
33. Subdivisions	PB	PB	PB

<sup>1</sup>. See Mobile Home Park Ordinance. Not permitted over Sand and Gravel Aquifer areas.

<sup>2</sup>. See separate standards in the Lamoine Gravel Ordinance

**NOTE: If the applicant's lot lies within the Shoreland Zone or the Flood Management Zone, additional permits to those described above are required.**

## Welcome to Lamoine

### Lot Standards and Structure Setback Table

#### 1. GENERAL

All land use activities within the Town of Lamoine shall conform with the following provisions if applicable. Additional specifications apply to specific uses and are detailed in Sections 10 - 15. Further, the Mobile Home Park Ordinance details standards and setbacks for mobile home parks. In shoreland areas, as defined, the Shoreland Zoning Ordinance shall apply. The standards of the Flood Plain Management Ordinance apply to all flood hazard areas identified in that ordinance.

#### 2. LOT STANDARDS & STRUCTURE SETBACK TABLE

Lot Standards & Structure Setback Table	Residential Zone (RZ)	Development Zone (DZ)	Rural & Agricultural Zone (RAZ)
<b>Minimum Lot Size (square feet)</b>			
(per dwelling unit or principal <sup>1</sup> structure <sup>2</sup> )	40,000	40,000	40,000
<b>Minimum Road Frontage (ft)</b>			
(per dwelling unit or principal structure)	200 <sup>3</sup>	200	200
Minimum Front Yard Setback from the road right of way <sup>5</sup>	50	50	50
<b>Minimum Side &amp; Rear Yard Setback from a Lot Line (ft)</b>			
Residential	25	25	25
Commercial/Industrial <sup>5</sup>	N/A	See Note 5	See Note 4
<b>Maximum Lot Coverage including driveways &amp; Parking Lots</b>			
Residential	25%	25%	25%
Commercial/Industrial	N/A	30%	30%
Subdivision (See Section 12-H)			
<b>Maximum Building Height (ft)</b> <sup>5</sup>	35	35	35

<sup>1</sup> Lot sizes can be reduced to 22,000 square feet if the lot is connected to a public water and sewer system.

<sup>2</sup> Commercial and industrial usage (where allowed) require 40,000 square feet of land for every 5,000 square feet of floor space or portion thereof in the building.

<sup>3</sup> Additional standards apply for cluster housing subdivisions, see section 12-H

<sup>4</sup> Large commercial structures (over 2000 square feet of floor space) and industrial structures (where allowed) the set back will be at least 200 feet from the edge of any street right-of-way, except that retail or service structures need only be set back at least 100 feet from the edge of any street right-of-way. The setback from the side and rear adjoining lot lines will be at least 100 feet.

<sup>5</sup> Auxiliary features of building and structures, such as chimneys, towers, ventilators, and spires may exceed permitted height of structure, unless a greater setback is required by other provisions of this ordinance.

## ***PERMIT PROCESS FOR A RESIDENCE WITHIN THE SHORELAND ZONE***

1. Start by reviewing the Shoreland Zoning Ordinance and the Building and Land Use Ordinance. Please note the requirements for lot size and frontage, setbacks, building height, clearing of lots, adequacy of soils for sewage disposal and road construction.
2. Obtain a Subsurface Wastewater Disposal System Application (HHE-200) completed by a State Certified Soil Scientist, Site Evaluator, or Geologist. They will provide you with the plumbing permit application.
3. Complete the Construction Permit Application Form (available at the Town Hall), and not that a technical drawing of the lot and construction is required.
4. Permits are required for new buildings, additions, and alterations. If your property is located in the floodplain, you will need surveyor's marks to determine the boundary of the floodplain. If the proposed project is less than 125 feet from the high water mark, a surveyor will need to set stakes to determine the 100 foot setback
5. Contact the Code Enforcement Officer to review your permit application. If your application requires approval from the Planning Board, please ask the CEO to refer the application to the Planning Board for consideration at the next available agenda. It is best to inform the Planning Board of the need for a meeting at least two weeks in advance of their next scheduled meeting. Prior to the meeting, the Planning Board should be provided with six copies of the following:
  - ❖ The subsurface waste water disposal system (HHE-200)
  - ❖ A Technical Drawing of the lot
  - ❖ Building Construction Drawing
6. Applications that go before the Planning Board will be discussed in a scheduled, public Planning Board meeting (1<sup>st</sup> Monday of each month unless otherwise scheduled). Your or an authorized representative must be present. The Planning Board may schedule a site review as part of the Planning Board permit process.
7. Once you have obtained a signed Planning Board Permit you must:
  - ❖ Obtain a Plumbing Permit from the Local Plumbing Inspector
  - ❖ Obtain a Building Permit from the Code Enforcement Officer
  - ❖ Begin construction within 12 months of obtaining your building permit.

On the next page is a table from the Shoreland Zoning Ordinance the help guide you with what is allowed in each zone.

**TABLE 1. LAND USES IN THE SHORELAND ZONE**

Land Uses (Consult website for most up to date list)						
		LR	LC	CFMA	SP	RP
1	Agriculture	CEO <sup>3</sup>	CEO <sup>3</sup>	NO	CEO <sup>3</sup>	CEO <sup>3</sup>
2	Aquaculture	NO	PB	PB	PB	PB
3	<b>Bunkhouses</b>	NO	NO	NO	NO	NO
4	Campgrounds	PB	PB	no	no	no
5	Clearing of vegetation for approved construction and other allowed uses	yes	yes	yes	CEO	CEO <sup>1</sup>
6	Conversions of seasonal residences to year-round residences	LPI	LPI	no	LPI	no
7	Emergency operations	yes	yes	yes	yes	yes
8	Essential services	PB	PB	PB	PB <sup>5</sup>	PB <sup>6</sup>
9	Filling and earthmoving of < 10 cubic yards	yes	yes	yes	CEO	CEO
10	Filling and earthmoving of > 10 cubic yards	CEO	CEO	CEO	PB	PB
11	Fire prevention activities	yes	yes	yes	yes	yes
12	Forest management activities except for timber harvesting	yes	yes	yes	yes	yes
13	Home occupations	PB	PB	PB	NO	no
14	Individual, private campsites	CEO	CEO	CEO	CEO	CEO
15	Marinas	PB	PB	PB	NO	no
16	Mineral exploration	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>
17	Mineral extraction including sand and gravel extraction	NO	NO	NO	NO	NO
18	Motorized vehicular traffic on existing roads and trails	yes	yes	yes	yes	yes
19	Non-intensive recreational uses not requiring structures such as hunting, fishing and hiking	yes	yes	yes	yes	yes
20	Parking facilities	PB	PB	PB <sup>5</sup>	no	no
21	Pathway within 100' of median high water	CEO	CEO	CEO	CEO	CEO
22	Piers, docks, wharfs, bridges and other structures and uses extending over or below the normal high-water line or within a wetland					
	a. Temporary	CEO	CEO	CEO	CEO	CEO
	b. Permanent	PB	PB	PB <sup>5</sup>	PB	PB
23	<b>Principal Structures and uses</b>					
	A. One and two family residential	CEO	CEO	no	NO	no
	B. Multi-unit residential	PB	PB	no	no	no
	C. Commercial	no	PB	PB <sup>5</sup>	no	no
	D. Industrial	no	no	PB <sup>5</sup>	no	no
	E. Governmental and Institutional	no	PB	PB <sup>5</sup>	no	no
	F. Small non-residential facilities for educational, scientific or nature interpretation purposes.	CEO	CEO	PB <sup>5</sup>	PB <sup>4</sup>	PB
24	Private sewage disposal systems for allowed uses	LPI	LPI	LPI	LPINO	no
25	Public and private recreational areas involving removal or addition of more than 10 cubic yards of soils and minor structural development.	PBCEO	CEO	CEOPB <sup>5</sup>	PBNO	PBNO
26	Road and driveway construction	CEO	CEO	CEO <sup>5</sup>	PB	no <sup>8</sup>
27	Service drops, as defined, to allowed uses	yes	yes	yes	CEO	CEO
28	Signs	CEO	CEO	CEO	CEO	CEO
29	Soil and water conservation practices	yes	yes	yes	yes	yes
30	Structures accessory to allowed uses	CEO	CEO	PB	PB <sup>4</sup>	PB
31	Surveying and resource analysis	yes	yes	yes	yes	yes
32	Timber Harvesting	CEO	CEO	CEO	CEO	CEO <sup>1</sup>
33	Uses similar to allowed uses	CEO	CEO	CEO	CEO	CEO
34	Uses similar to uses requiring a CEO permit	CEO	CEO	CEO	CEO	CEO
35	Uses similar to uses requiring a PB permit	PB	PB	PB	PB	PB
36	Wildlife management practices	yes	yes	yes	yes	yes

<sup>1</sup> In RP not permitted within 75 feet of the normal high-water line of great ponds, except to remove safety hazards

<sup>2</sup> Requires permit from the Code enforcement Officer if more than 100 square feet of surface area, in total, is disturbed

<sup>3</sup> See Section 15M (Agriculture)

<sup>4</sup> Provided that a variance from the setback requirement is obtained from the Board of Appeals

<sup>5</sup> Functionally water-dependent uses and uses accessory to such water dependent uses only

<sup>6</sup> See further restrictions in Section 15 (K)(2)

## Welcome to Lamoine

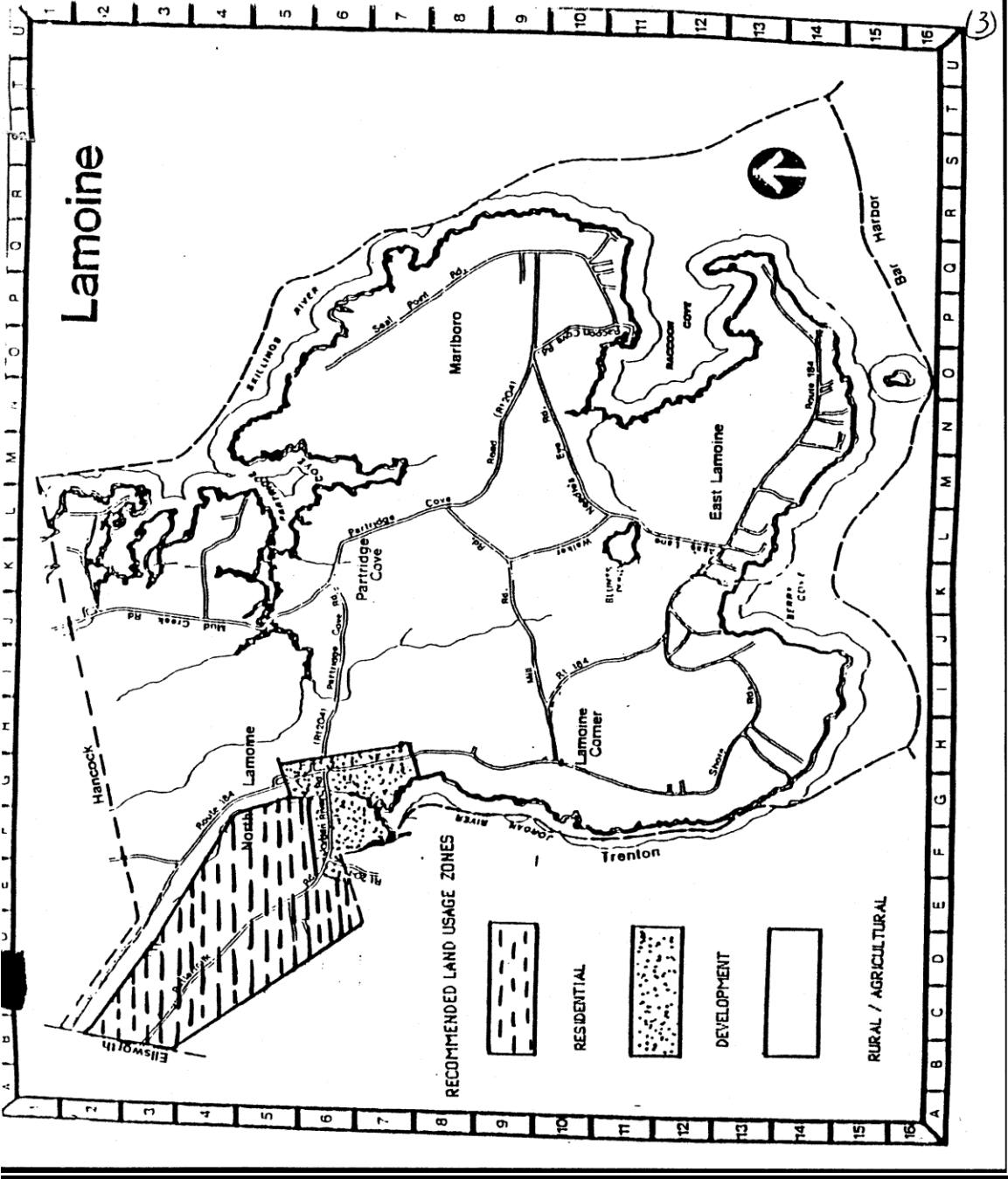
<sup>7</sup> Except when area is zoned for resource protection due to Flood Plain criteria in which case a permit is required from the Planning Board

<sup>8</sup> Except to provide access to permitted uses within the district, or where no reasonable alternative route or location is available outside the RP area, in which case a permit is required from the PB

NOTE: A person performing any of the following activities shall require ~~require~~ a permit from the Department of Environmental Protection pursuant to Title 38 M.R.S.A., Section 480-C, if the activity occurs in, on, over or adjacent to any freshwater or coastal wetland, great pond, river, stream or brook and operates in such a manner that material or soil may be washed into them:

- A. Dredging, bulldozing, removing or displacing soil, sand vegetation or other materials;
- B. Draining or otherwise dewatering;
- C. Filling, including adding sand or other material to a sand dune; or
- D. Any construction or alteration of any permanent structure.

Zoning Map (Rough Sketch)



The official zoning map is on file at the Lamoine Town Hall and may be viewed there.

## *XII. Dogs*

### *Registration Required*

State law requires that all dogs over 6 months of age be registered annually with the Town Clerk. You will need to provide proof of current rabies vaccination and neutering (if applicable) for your first dog registration.

All dog registrations expire December 31<sup>st</sup>. There is a one-month grace period where no extra fee is charged in January to register the dog. After January 31<sup>st</sup>, a \$25/dog charge is added for late registrations. Failure to register your dog can result in court action and a hefty fine.

The cost to license a dog (exclusive of late fees) is \$6 for a neutered animal, and \$11 for an un-neutered animal.

### *Leash Law*

State law requires that dogs be on a leash or under control of their owners/keepers at all times. Dogs running at large can be confiscated by the Animal Control Officer. Any dogs caught running at large will be taken to the Small Animal Clinic in Ellsworth. The Animal Control Officer makes every attempt to contact the owner of the dog, if there are identifying tags on the animal's collar before taking the dog to the shelter. If a dog is taken to the shelter, and the owner does not claim it within a period of three days, the dog is generally euthanized. That's why it's important to keep the dog under your control, and for the dog to wear it's town dog license.

If you have trouble with an unknown dog at large, you should contact the Animal Control Officer Mike Arsenault, 667-0178. If he is unavailable, contact the town office, 667-2242.

## *XIII. Lamoine School*

The Lamoine Consolidated School is located at 53 Lamoine Beach Road (Route 184). It serves students in grades Kindergarten-8<sup>th</sup>. High school age students may choose from among the several fine secondary schools to attend.

The school has many fine publications and information pertaining to the school. You should contact the school at 667-8578 for more information.

Lamoine belongs to Regional School Unit (RSU) 24. The Superintendent's office is located at The Mill Mall in Ellsworth, and can be contacted at 667-8136.

## ***XIV. Lamoine's Parks & Public Areas***

### ***Lamoine Beach Park***

Lamoine Beach Park is located at the end of Lamoine Beach Road (Route 184). The park is owned by the State of Maine, but maintained by the Town of Lamoine. It is open year round, but picnic facilities and an outhouse are actively maintained from April through October. It offers a breathtaking view of Mt. Desert Island and Frenchman Bay, a nice oceanside beach, and a quiet place to spend some time in the sun. Many school groups use Lamoine Beach for field trips in the spring of the year. While some folks swim there, there is no lifeguard, and the bottom is sometimes either mucky or rocky depending on the tides. Large group use requires a permit, an application for which must be filled out and submitted to the town office with a small maintenance charge.

### ***Bloomfield Park***

Bloomfield Park is located on Bloomfield Park Road (off Asa's Lane). It offers a small sand beach/swimming area, but no lifeguard is on duty. There are two picnic tables in the summer time. In the winter, it makes an ideal place for ice skating when the conditions are right. Use is limited to daytime hours only.

### ***Marlboro Beach***

Marlboro Beach is located at the end of Route 204, the Marlboro Beach Road. There is no park, but many people launch boats from this natural beach at high tide. Beware, though, when the tide goes out, the water gets very low, and there is a long walk across Raccoon Cove in muck to get back to the launch area. Most of Marlboro Beach is privately owned, and we ask that you respect the town boundaries when using the beach.

### ***Lamoine State Park***

This popular campground, picnic area, and recreational facility has a long history in Lamoine. It is owned by the State of Maine and run by the Department of Conservation, Bureau of Parks and Lands. You can contact the State Park at 667-4778 during the summer months. The park is closed during the winter.

There is a fee to enter the park, but season passes are available at the ranger station located at the campground entrance area. This park also offers a spectacular view of Mt. Desert Island and Eastern Bay. There is a well maintained boat launching facility here, and the town has designated this area as the harbor of Lamoine, and regulates moorings in waters perpendicular to the state park boundaries.



## ***XV. Marine Harvesting (Digging Clams)***

The Town of Lamoine is part of a regional shellfishing regulation cooperative along with the City of Ellsworth, and the towns of Trenton, Hancock, Franklin, Sullivan and Sorrento. Commercial licenses are for sale to residents at Ellsworth City Hall. Recreational licenses (limit 1-peck/day) are for sale at the various town offices. A license to dig qualifies the holder to dig in any of the cooperating communities.

For a better understanding of state clam digging laws, consult the Regional Shellfishing Ordinance or contact the Department of Marine Resources Office at Lamoine State Park, 667-3373.

## ***XVI. Public Utilities & Information Technology***

Lamoine is fairly well service by modern communications infrastructure, but there are limits. Many of the subdivisions are not dense enough to meet the requirement to have cable TV service. If broadband service is important to you, be sure to check with the various companies offering such service prior to locating.

Time Warner Cable is the Cable TV franchise holder in Lamoine. In addition to Cable TV programming, the company offers broadband Internet service and telephone service. As noted above, the cable does not run to all parts of town.

Fairpoint Communications is the default telephone service provider. In 2010, the company was expanding its offering of DSL broadband service in town. Again, one should check with Fairpoint to find out exactly where broadband service is located.

One cellular telephone tower is located in Lamoine – erected in 2010 by Verizon Wireless. Other companies may co-locate on the tower. Check with your cell phone provider for service.

The Lamoine Town Hall offers free, wireless Internet service which can be picked up in the parking lot quite easily.

Bangor Hydro Electric provides the electric service to businesses and residents of Lamoine. The company's maintenance garage for all of Hancock County is located in Lamoine.

Lamoine's website is often used as an example by other Maine communities as a model for offering town information. The address is [www.lamoine-me.gov](http://www.lamoine-me.gov) We urge you to visit to find out what's going on in town. It is usually very up to date and pretty easy to navigate.

The town offers an e-mail reminder service for things like vehicle registration. A sign-up form is available at the town hall. The town's general e-mail address is [town@lamoine-me.gov](mailto:town@lamoine-me.gov)

Lamoine also publishes a quarterly newsletter called "*The Lamoine Quarterly*".

## Finally....

We thank you for locating in Lamoine, whether renting, visiting, or planning to stay for a long time. We hope this packet provides answers to questions you might have about our town. We've tried to put in information based on the frequent questions we get from new residents. If you have any further questions, we'd be pleased to try to answer them, or at least try to find the right people who can do that.

## Signature

Approved for distribution on this 29<sup>th</sup> day of April, 2010 by:

/s/ Cynthia Donaldson

/s/ Josephine Cooper, Chair

/s/ Richard Fennelly, Jr.

/s/ Gary McFarland

/s/ William Brann

Last update: December 8, 2011

*The Lamoine Board of Selectmen*